



Llywodraeth Cymru  
Welsh Government

Dyfed Alsop  
WRA Implementation Director  
Welsh Government  
Cathays Park  
Cardiff  
CF10 3NQ

18 October 2017

*Annwyl Dyfed,*

Further to my letter of 1 September, I am writing to appoint you as Chief Executive of the Welsh Revenue Authority (WRA), in exercise of my powers in section 9(3) of the Tax Collection and Management (Wales) Act 2016, "TCMA".

### **Terms and Period of Appointment**

Your appointment will commence on the 18 October 2017 and will expire on the 7 August 2019, as per the terms of your loan agreement between your employer – Valuation Office Agency/ HM Revenue & Customs - and the WRA. Please note service as the Chief Executive of WRA is service in the civil service of the state. As an existing senior civil servant your terms and conditions set by the Cabinet Office still apply.

### **Duties**

As the Chief Executive of the WRA you are responsible for (among other things) ensuring the functions of WRA are performed efficiently and effectively. Your performance will be assessed annually by the WRA Board in accordance with your duties. This assessment will be submitted in writing to the Permanent Secretary of the Welsh Government.

### **Accounting officer**

As set out in section 33 of TCMA, the Chief Executive of WRA is the accounting officer of WRA. The accounting officer has in relation to the accounts and finances of WRA the responsibilities, which are specified by the Welsh Ministers. The Permanent Secretary will write to you separately setting out your specified Accounting Officer responsibilities.

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Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.



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## WRA Board

As Chief Executive of the WRA you are a member of the WRA Board (section 3(1)(c) of the TCMA). You will cease to be a member of WRA Board when you cease to be Chief Executive.

## Protected taxpayer information

Under section 17 TCMA, an individual who is or has been a relevant official must not disclose protected taxpayer information unless the disclosure is permitted by section 18 TCMA. Wrongful disclosure is an offence under section 20 TCMA, which could result in imprisonment, a fine, or both. As Chief Executive, you are a relevant official and as such must make a declaration acknowledging the obligation of confidentiality under section 17. A declaration for you to sign will be provided to you in due course.

This is an exciting time for devolution in Wales and I look forward to working with you. I attach great importance to the role of WRA, and in particular its ability to work in close partnership with the Welsh Government and others to deliver a world-class tax administration in system in Wales.

I am sending copies of this letter to the Permanent Secretary, the Auditor General for Wales; the Clerks to the Public Accounts Committee and Finance Committee; and Chair of the WRA.

In gywir,  
Mark

## Mark Drakeford AM/AC

Ysgrifennydd y Cabinet dros Gyllid a Llywodraeth Leol  
Cabinet Secretary for Finance and Local Government

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